

Executive Director

International Child Care (ICC-US), a Faith Based not-for-profit working in Haiti and Dominican Republic for almost 50 years, seeks an Executive Director.

To advance the mission of ICC/USA, the Executive Director cooperates and participates with ICC- US Board to develop the ICC-US Strategic Plan and develops/implements a tactical plan to achieve those strategic objectives. The ICC-US Strategic Plan objectives will include optimal financial support for the operations of ICC Haiti and FCID in the Dominican Republic. The Executive Director will lead fundraising efforts to support financials needs to ICC Haiti and FCID. In addition, the Executive Director will be closely involved in monitoring and assisting in fundraising activities undertaken by ICC Haiti and FCID. The Executive Director will drive the successful implementation of a Joint Operations Board in Haiti and collaborate and partner with the ICC Haiti National Director to facilitate capital improvements at Grace Children's Hospital in Port au Prince. Finally, the Executive Director will be closely involved in monitoring the performance of service lines undertaken by ICC Haiti and FCID, reporting those results to the oversight Boards, and developing programs to lend both financial and operational support to those service lines

The ideal candidate will possess the following skills/abilities:

- Ability to review and analyze financial statements, including operating budgets, balance sheets, and income statements
- Ability to create, monitor, and forecast program and organizational operating budgets
- Ability to command MS Word, Excel and PowerPoint applications
- Excellent verbal interpersonal and written communication skills
- Fluent in English, written and oral language
- Knowledge of French and/or a willingness to learn (Knowledge of Spanish, and/or Creole a plus)
- Ability to establish, maintain, and insure compliance to written policies and procedures regarding program operations and services
- Ability to function with mature judgment, tact, and diplomacy
- Maintain and model a high level of confidentiality and integrity with regard to all ICC business, including patient information
- Display sensitivity and diplomacy regarding issues of cultural diversity
- Ability to work flexible schedules, including occasional evenings, and weekends, as needed
- Ability and flexibility to travel as needed, including international and overnight stays, particularly to Haiti and Dominican Republic
- Ability to establish and maintain collaborative partnerships with local and regional medical providers, public/private institutions, CBOs, NGOs and FBOs

For more information on ICC, visit our website: www.internationalchildcare.org

Submit your cover letter, resume, personal and professional references electronically to: jmcbride@internationalchildcare.org or mail to International Child Care, USA, Attn: John McBride, Chair, 240 W. Michigan Avenue, Kalamazoo, MI 49007

Deadline for application materials: Monday April 18, 2016